



**COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY
INTERNAL QUALITY ASSURANCE CELL**

*Minutes of meeting of IQAC Core Committee held on 06/02/2019, 02.30 PM at Vice
Chancellor's Ante Room*

Members Present:

1. Dr.K.Girish Kumar, Director, IQAC
 2. Dr.M.K.Jayaraj, Member Syndicate & Professor, Dept. of Physics
 3. Dr.K.Satheesan, Associate Professor, Dept. of Atmospheric Sciences
 4. Dr.Aneesh V Pillai, Assistant Professor, School of Legal Studies
 5. Dr.Sangeetha K.Prathap , Assistant Professor, School of Management Studies
- I. The Director, IQAC reported the activities done by IQAC during October 2018- January 2019 before the committee. The Committee approved the report of activities (The report is appended as Annexure).
- II. The meeting broadly discussed the implementation of budget resolutions which are entrusted with IQAC and made the following recommendations:
- 1. To institute 5 new centres- Centre for Interdisciplinary Studies in Basic Science (CIBS); Centre for Interdisciplinary Studies in Engineering Science & Technology (CIEST); Centre for Interdisciplinary Studies in Scientific Computing (CISC); Centre for Interdisciplinary Studies in Marine Science(CIMS); Centre for Interdisciplinary Humanities & Social Sciences (CIHSS).**
- The meeting noted that five virtual centres viz. Virtual Centre for Basic Science Research, Virtual Centre for Engineering Science and Technology Research, Virtual Centre for Scientific Computing Research, Virtual Centre for Marine Science Research, Virtual Centre for Humanities and Social Science Research have already been instituted.
- 2. To introduce a scheme for Teaching Assistantship Linked Scholarships**
- The meeting noted that a committee has already been constituted to study about this scheme and a draft proposal for appointing Teaching Assistants in the University Departments has been submitted by the committee. The proposal is being placed before the Syndicate by the Administration section.
- 3. To prepare plan of action for getting accreditation from national and international agencies; re-engineering University process for paperless administration with a view to implement ISO 9000 in all departments; marketing & promotion of the University; getting NBA accreditation of all**



**COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY
INTERNAL QUALITY ASSURANCE CELL**

Engineering courses; University and all its School/Departments participating in all reputed ranking surveys; obtaining feedback to continuously improve teaching, learning and research process.

The committee resolved to constitute a sub-committee to prepare the plan of action.

- 4. To strengthen the CUSAT alumni to help recruit good teachers, researchers and students; regularly organize seminars by given opportunity for potential collaborate to visit, work or study with CUSAT; setting up of a special social media portal for alumni to connect among themselves and the University.**

The meeting discussed the document prepared by Dr.S.Harikumar regarding framing a uniform bye-law for functioning of alumni associations in the University as well as for departments and made the following modifications:

- i. Patron of the Department Alumni shall be Head of the Department
- ii. President of the Department Alumni shall be nominated by the members.
- iii. Joint Secretary of the Department Alumni shall be from among the members of the department.
- iv. Include treasurer in the Executive Committee and duties and responsibilities of the treasurer in the bye law.

- 5. To institute a mechanism for performance recognition of teachers, researchers and learners**

The meeting noted that Distinguished Young Faculty Award and Distinguished Researcher Award have already been instituted for recognising teachers and research scholars.

- 6. To encourage and reward continuous learning and collaboration with researchers from other disciplines.**

The meeting noted that the virtual centres and research groups formed under them promote collaboration with researchers from other departments.

- 7. To institute a mechanism for evaluation of existing academic courses with a view to drop poorly performing ones and introduce better courses.**



**COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY
INTERNAL QUALITY ASSURANCE CELL**

The meeting resolved to examine the demand and need of existing academic programmes by studying students' enrolment and demand ratio of the academic programmes for past five years.

8. Institution of a High Level 'Planning & Evaluation Committee' under the Chairpersonship of Vice-Chancellor, with one third representation each for reputed Alumni, Key Recruiters of our students and Senior Academicians & Researchers of the University - Draft proposal prepared as per the directions of the Vice Chancellor.

The meeting recommended to approve the proposal submitted by the Director, IQAC for instituting a High Level 'Planning & Evaluation Committee' with following modifications:

- i. Three representatives of the Syndicate, at least one member shall be from the University.
- ii. Three Senior Academicians of the University
- iii. One Research Scholar of the University

III. The meeting also resolved to conduct workshops based on quality enhancement themes. The meeting entrusted Dr.K.Satheesan, Dr.Aneesh V Pillai and Dr.Sangeetha K. Prathap to coordinate and conduct of the workshops.

The meeting came to an end at 4.00 PM

Sd/-
DIRECTOR
INTERNAL QUALITY ASSURANCE CELL